SA. NO. OF ROOMS SHATHS SHAT	Department of Veterans Affairs																					
TO SUBJECTION NO. SUBJECTION SUBJECTI		NATIONAL CEMETERY QUARTERS APPRAISAL RECORD														DATI	E					
1. STATION NO. 2. DATE 3. TYPE OF BUILDING CODE 4. TYPE OF CONSTRUCT 1. STATION NO. MONTH YEAR 2. Semi-detached dwelling 3. Detached garage 4. Diber, Explain in level 12, Remarks 4. Other, Explain in level 12, Remarks 4. New 4. Other, Explain in level 12, Remarks 4. New 4. Other, Explain in level 12, Remarks 4. New 4. Other, Explain in level 12, Remarks 4. New 4. Other, Explain in level 12, Remarks 4. New 4. Other, Explain in level 12, Remarks 4. New 4. New 4. Other, Explain in level 12, Remarks 4. New 4. New 4. New 4. New 4. Other, Explain in level 12, Remarks 4. New	IMPO	PRTAN	VT - Read	l the instru	iction on ti	he reverse be	efore co	ompletii	ng this	form.	NAME	AND LC	OCATION OF I	NATION	IAL CEM	METERY						
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VA FORM OCT 1994(RS) 40-4985

JetForm

INSTRUCTIONS TO APPRAISERS FOR COMPLETING VA FORM 40-4985

1. The Purpose of this form is:

- a. To provide appraisers of VA rental quarters with a means of recording their determination as to rental rates, instruction for the records use, and information as to the legal and regulatory requirements governing such determinations.
- b. To provide Central Office with data on quarters rental rates and occupancy necessary for management and reports required by the Office of Management and Budget. NOTE: VA Form 40-4985 is designed to allow data processing cards to be punched directly from the entries made thereon. Numbered coding blocks are therefore provided for pertinent items.

2. Directors, National Cemetery Area Offices will prepare this form:

- a. In quadruplicate, when HUD appraisers are used.
- b. In triplicate for each appraiser, when agency or private real estate appraisers are used.
- c. By completing items 1 through 4 for each set of housekeeping quarters and item 9 for each separate garage appraisal *prior* to accomplishment of the appraisal.
- d. By completing items 6B, 8B, 10B and 11, if applicable, *after* the appraisals are accomplished.

3. Appraisers will complete the following items on this form:

- a. For housekeeping quarters Items 5A, 5B, 6A and 7.
- b. For detached garages Items 10A.

The data will be derived from a physical inspection of the quarters, and in all instances will reflect the findings of the appraiser completing this form.

- c. By signing and dating this form in items 13 and 14 respectively.
- 4. Appraised monthly rental rates for housekeeping quarters (Item 6) will be the basic rental rate based on a comparison of market rent of three comparable housing units. The rent for comparable unites must not cover the cost of utilities.
- 5. The appraiser will include a general written statement providing the appraiser's opinion as to availability of established community services, reasonable commuting distance, public transportation facilities, desirability of residential areas, etc. It must include:
- a. A statement as to whether the appraised rental value of the VA quarters is based on personal knowledge of the rental paid for a similar private housing unit in the local area, including the addresses of the private housing units considered to be comparable to the VA rental quarters.
- b. A statement that the appraisal of the subject property has been completed in accordance with the principles set forth in Office of Management and Budget's A-45, dated August 3, 1968.
- 6. Complete VA Form 40-4985a, Estimate of Market Rent by Comparison, or HUD for 2019. NOTE: Subject property must be appraised as though it were not located in a cemetery. Location refers to the general neighborhood within which the cemetery is located.
- 7. The appraiser will submit photographs of the front and rear of each unit appraised and photographs of each comparable unit used.

REVERSE OF VA FORM 40-4985, OCT 1994